

CocoRec Main Page Overview

1. Customer Account Header

Create an account, view your account, view your cart, and access the Frequently Asked Questions (FAQ) list.

2. Basic Navigation Links

Go back to the CocoRec Home Page, view programs, and reserve facilities.

3. Advanced Navigation Links

Access your account, create an account, view programs, and reserve.

4. Contact Us & Catalog Link

If you need assistance, please contact us using phone, e-mail, or visit our main office at Fort Tuthill County Park. You are also able to view our catalog for our program offerings here.

The screenshot shows the CocoRec website interface. At the top right, a navigation bar contains links: "Don't Have an Account?", "Create One", "My Cart", "Sign In", and "FAQs", which are circled with a black line and labeled with a "1" in a black circle. Below this is a navigation menu with "Home", "Programs", and "Facilities" links, circled with a black line and labeled with a "2" in a black circle. The main content area features a "Welcome to CocoRec" message and a large "CocoRec" logo with the text "Online Program Registration and Facility Reservations". On the left, there are four green buttons: "My Account", "Create Account", "View Programs", and "Facility Reservations", which are circled with a black line and labeled with a "3" in a black circle. To the right of these buttons are four sections of text, each with a heading and a paragraph. The first section is "How do I access my account information?", the second is "How do I get started?", the third is "How do I register in programs?", and the fourth is "What facilities can I reserve online?". On the far right, there is a section titled "View our Spring 2012 Program Catalog [here](#)." followed by contact information and an "Email Us!" link, which is circled with a black line and labeled with a "4" in a black circle. The footer contains the text "Coconino County Parks and Recreation | Contact Us | Help".

Don't Have an Account? [Create One](#) | [My Cart](#) | [Sign In](#) | [FAQs](#)

Home Programs Facilities

Welcome to CocoRec - Coconino County Parks & Recreation's Online Registration and Reservation Hub

Coconino County Parks and Recreation is proud to offer online registration for our programs and online reservation for campsites and stalls! To begin browsing programs, click on View Programs below. To reserve a campsite or stall, click Facility Reservations below.

Note: You must have an account to register for programs or reserve a facility.

Having trouble? Read our quick reference guides on [how to create an account](#) or [how to register for a program](#). If you are still having difficulties, please visit our [FAQ page](#) or contact us at (928) 679 8000.

My Account

Create Account

View Programs

Facility Reservations

How do I access my account information?

If you already have a Login Name and Password, please click on the My Account button and sign in.

You will be able to access account information, such as your daily schedule, past receipts, prior transactions and much more.

How do I get started?

To get started, one adult member of a family will need a customer Login Name and Password. If you have not been issued a customer Login Name and Password, an adult member of the family, will need to request an account.

How do I register in programs?

To register or view upcoming programs, please click the View Programs button! View and select the program you would like to register for.

What facilities can I reserve online?

Currently only campsites and stalls in Barn A are available for online reservations. To reserve a ramada, please call us at (928) 679 8000.

View our Spring 2012 Program Catalog [here](#).

Please contact us during normal business hours:
Monday - Friday
8:00 am - 5:00 pm
Closed on holidays

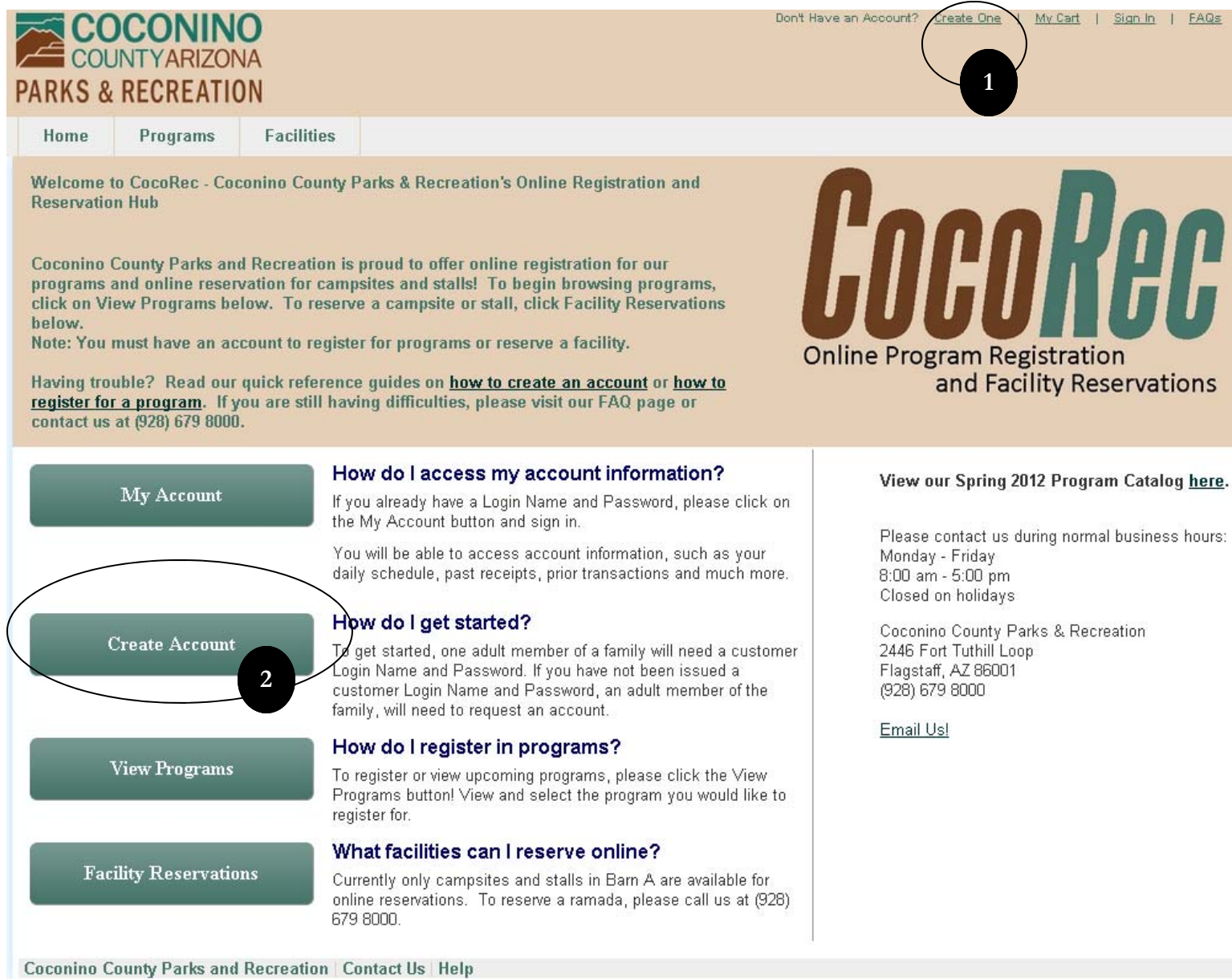
Coconino County Parks & Recreation
2446 Fort Tuthill Loop
Flagstaff, AZ 86001
(928) 679 8000

[Email Us!](#)

Coconino County Parks and Recreation | [Contact Us](#) | [Help](#)

Step 1 - Click the Create Account Button Link

The very first step in creating an account is to click the either the Create One link (1) or the Create Account button (2).



The screenshot shows the top of the CocoRec website. At the top right, there are links: "Don't Have an Account? [Create One](#) | [My Cart](#) | [Sign In](#) | [FAQs](#)". The "Create One" link is circled with a black circle containing the number "1". Below this is a navigation bar with "Home", "Programs", and "Facilities". The main content area has a header "Welcome to CocoRec - Coconino County Parks & Recreation's Online Registration and Reservation Hub". Below this is a paragraph about online registration and a note: "Note: You must have an account to register for programs or reserve a facility." There is also a link to a quick reference guide. On the left side, there are four buttons: "My Account", "Create Account", "View Programs", and "Facility Reservations". The "Create Account" button is circled with a black circle containing the number "2". To the right of these buttons are three sections: "How do I access my account information?", "How do I get started?", and "How do I register in programs?". On the far right, there is a section for the Spring 2012 Program Catalog with contact information and an "Email Us!" link. The footer contains "Coconino County Parks and Recreation | [Contact Us](#) | [Help](#)".

Don't Have an Account? [Create One](#) | [My Cart](#) | [Sign In](#) | [FAQs](#)

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[Email Us!](#)

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Step 2 - Fill in the application: how to receive updates.

The application is very basic, however, there are three important check boxes you should know about. They are all optional, but, we encourage you to check at least one of the options so that you stay informed.

1. Permission to mail updates

Occasionally Coconino County Parks & Recreation may send out a postcard to remind you of upcoming registration periods or the release of the Recreation Catalog, among other things. These updates would be few and far between.

2. Permission to send text messages

Text messages would be sent in the instance of a program cancellation or to alert you of any emergency details concerning our parks such as fire danger status.

3. Permission to e-mail updates

E-mail updates would be sent most frequently. These updates would be regarding upcoming programs, new programs, and various opportunities available from Parks & Recreation.

Mailing Address (if different from above)

Street

Line 2

City, State, Zip Code

☒ Yes! Please mail me periodic updates.

1

Contact Information

Phone* Home: () Ext

Work: () Ext

Cell Phone () @

☐ Agree to receive text messages?

Email Address* This email address will be used to create your account.

Re-enter Email Address*

2

Offers from The Active Network

Sign me up for News and Offers!

☐ **Active Offers** Special offers and discounts from select Active partners

☐ **Local Events** Semi-monthly listings of upcoming sports and activities near you

☐ **Active Insider** Stay informed on your favorite activities

Emails and Subscription Lists

☒ Yes! Please email me periodic updates.

3

Step 2 - Fill in the application: online credentials.

Online credentials are very important as they will allow you to go into CocoRec and register for programs, reserve a campsite, and view certain facility availability.

1. Login Name

Your Login Name is specific to you. You may also use your e-mail address as your Login Name by clicking the check box.

2. Security Question

This question may be used if you wish to conduct business you would normally do through CocoRec, over the phone. This question will be used to verify your identity.

Security Information

1

Login Name*

☐ Use email address as login name?

Enter a Login Name.

- Your Login Name is not case-sensitive. For example, "johndoe" is the same as "JohnDoe."
- Your Login Name cannot be all numeric.
- You may use your e-mail address as your Login Name by clicking the check box above.
- Please make a note of your Login Name for future reference.

Password*

Re-enter Password*

Enter a Password to protect your account from unauthorized access.

- Use only regular letters and numbers without spaces.
- Your Password is **case sensitive**. For example, "johndoe" is not equivalent to "JohnDoe."
- Please make a note of your Password for future reference.

2

Question?

Answer

Re-enter Answer

Pick a security question and enter an answer. For example,

Question: *What is your mother's maiden name?* Answer: *Johnson*

Question: *Where did you have your first job?* Answer: *McDonalds*

- This information may be used by our staff to verify your identity when speaking with you over the telephone.
- Please make a note of it for future reference.

Step 2 - Fill in the application: Terms of Use Box.

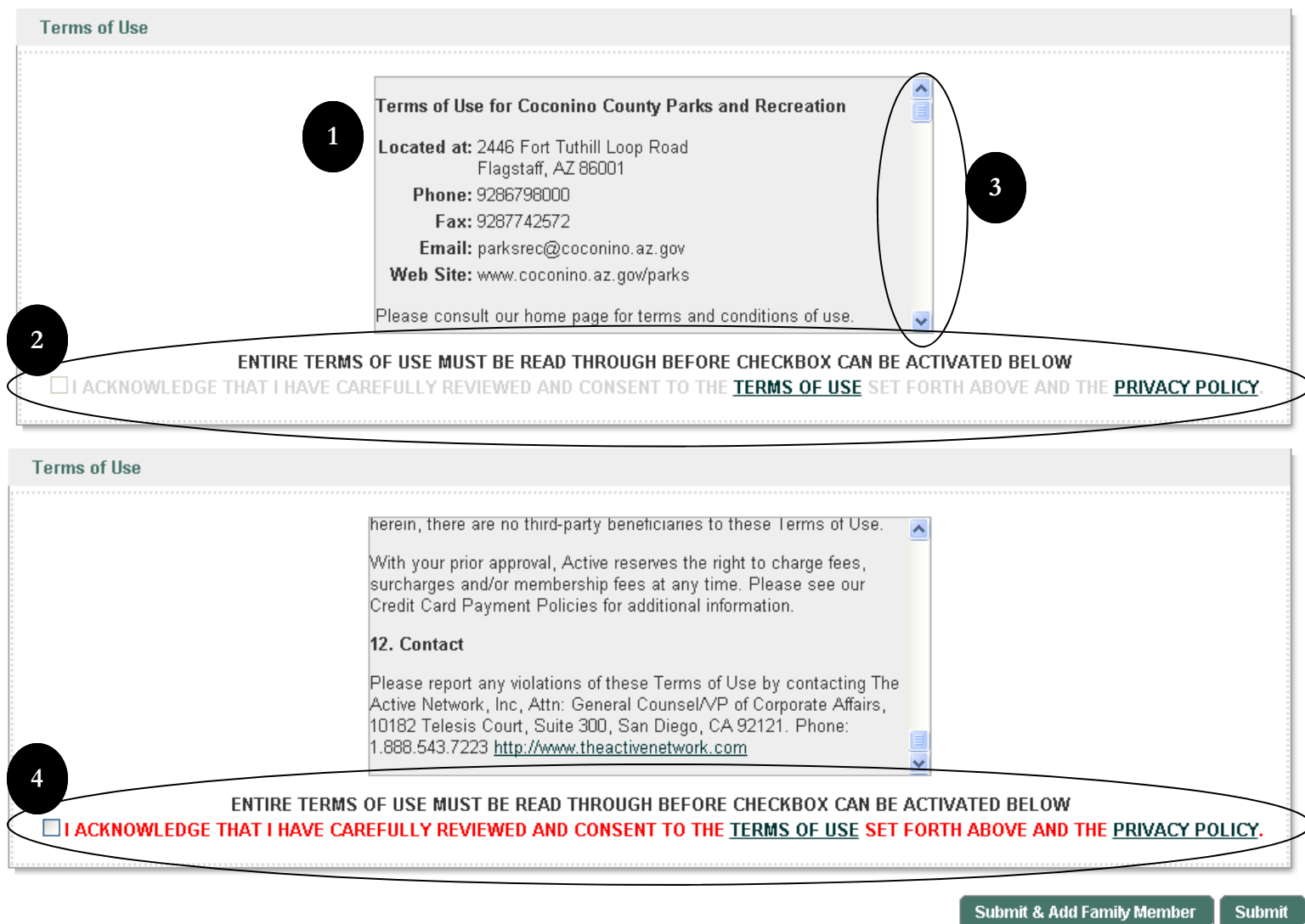
The final step before click the Submit Button is to read the Terms of Use box (1).

You will notice the grey text next to a check box that says “I acknowledge that I have carefully reviewed and consent to the Terms of Use set forth above and the Privacy Policy.” (2)

You will find that the you cannot continue until the check box, yet you cannot check the box. Please make sure that you scroll through the entire box. Click on the down arrow (3) until the scroll bar is at the very bottom will allow the check box to be clicked and will turn the text red (4). Check the box and hit Submit to finish creating your Customer Account.

Congratulations! You are now signed up with Coconino County Parks & Recreation. Click the “activate your on-line registration account” link in the e-mail and you are done!

To view the Reference Guide on how to register for programs, please click [here](#). To view the Reference Guide on how to reserve a campsite, please click [here](#).



The screenshot shows the 'Terms of Use' box for Coconino County Parks and Recreation. It contains contact information and a scrollable area for the full terms. Annotations 1 through 4 highlight key steps: 1 points to the title, 2 points to the acknowledgment checkbox, 3 points to the scroll bar, and 4 points to the checkbox after scrolling to the bottom.

Terms of Use

Terms of Use for Coconino County Parks and Recreation

Located at: 2446 Fort Tuthill Loop Road
Flagstaff, AZ 86001

Phone: 9286798000
Fax: 9287742572
Email: parksrec@coconino.az.gov
Web Site: www.coconino.az.gov/parks

Please consult our home page for terms and conditions of use.

ENTIRE TERMS OF USE MUST BE READ THROUGH BEFORE CHECKBOX CAN BE ACTIVATED BELOW

☐ I ACKNOWLEDGE THAT I HAVE CAREFULLY REVIEWED AND CONSENT TO THE [TERMS OF USE](#) SET FORTH ABOVE AND THE [PRIVACY POLICY](#).

Terms of Use

herein, there are no third-party beneficiaries to these Terms of Use.

With your prior approval, Active reserves the right to charge fees, surcharges and/or membership fees at any time. Please see our Credit Card Payment Policies for additional information.

12. Contact

Please report any violations of these Terms of Use by contacting The Active Network, Inc., Attn: General Counsel/VP of Corporate Affairs, 10182 Telesis Court, Suite 300, San Diego, CA 92121. Phone: 1.888.543.7223 <http://www.theactivenetwork.com>

ENTIRE TERMS OF USE MUST BE READ THROUGH BEFORE CHECKBOX CAN BE ACTIVATED BELOW

☐ I ACKNOWLEDGE THAT I HAVE CAREFULLY REVIEWED AND CONSENT TO THE [TERMS OF USE](#) SET FORTH ABOVE AND THE [PRIVACY POLICY](#).

[Submit & Add Family Member](#) [Submit](#)